



iMEXhibitor

Contract for
exhibition
participation

Contract type:
Booth

imex-frankfurt.com

Contract for Exhibition Participation

We hereby contract with Regent Exhibitions Ltd "REL" for Exhibition Participation at IMEX Frankfurt 2026, Hall 8 & 9, Messe Frankfurt, Germany. We have read the attached Terms & Conditions and agree to be legally bound by them.

Requirement

Band C Insurance Admin Fee - 1.00 Ea - €775.00
 FOC Non-contractual Allocation - 7.50 SQM - €0.00
 Free Space Only - 2.50 SQM - €0.00
 Space Only - 140.00 SQM - €195300.00

TOTAL BOOTH SPACE **SQM** **TOTAL PARTICIPATION FEE WILL BE EUR** *

* All fees plus VAT, if applicable - see Term 3 of the attached Terms & Conditions.

Upon receipt and acceptance of this signed Contract and issuance of an Exhibition Participation Confirmation Notice, REL will invoice you for participation fees according to Term 3 of the attached Terms & Conditions.

Contact information

Participant (business, company, organisation)
 Main contact name Tel
 Email Address
 Address cont. City
 State /Province Postcode/ZIP Country

Invoice information

Participant (business, company, organisation)
 Main contact name Tel
 Email Address
 Address cont. City
 State /Province Postcode/ZIP Country

Additional invoice information

VAT number / Tax ID number / Business registration number

If you have not completed the above info, then your contract will be processed according to the VAT regulations that apply to not being a verified business.

Agreement and Signature

This Contract will not be binding until it is countersigned by an authorized representative of REL and an Exhibition Participation Confirmation Notice has been issued.

The Participant agrees to be bound by the Terms & Conditions, the Booth construction guidelines, the Exhibitor Manual, and any correspondence outlining Booth location. In the event of any conflict between this Contract for participation and the Terms & Conditions, guidelines or manuals, the terms of this Contract take precedence.

This Contract must be signed by an officer of the company or person duly authorized.

I understand that by providing the email address above, I am authorized to and consent for the Participant to receive IMEX related emails from REL, officially designated contractors, venues, and other companies that the Organizer has officially appointed to provide services for IMEX Frankfurt.



Signature on behalf of the Participant

Name
 Position
 Date



Signature on behalf of Regent Exhibitions Ltd

Name
 Position
 Date

C. Marketing and Promotion

19. MARKETING MATERIALS AND LOGOS

a) Photography and video materials:

- i. The Organizer will take photographs and video material at the Exhibition and this material may contain the incidental inclusion of a Participant's Exhibition space, employees, and contractors.
- ii. REL may reproduce, display, or distribute these materials in IMEX educational, news or promotional material, whether in print, electronic or other media, including the IMEX websites.
- iii. All such photographs and video materials are and will remain the property of REL.
- iv. The Organizer reserves the right to crop, splice, treat and edit any such imagery or photographs taken at the Exhibition.
- v. The Participant waives the right to inspect or approve the finished product, including written or electronic copy. Given the number of participants at each Exhibition, it is not possible in any case to exclude a Participant or its Exhibition Space from such material or give Participants the right to inspect or approval material before it is reproduced, displayed, or distributed.
- vi. The Participant (including, where applicable, the Participant's agents or employees) waives all rights to royalties or other compensation arising or related to use of the name, photograph, or biography.
- vii. Exhibition Space, other than the Participant's own, may not be photographed, drawn, copied, or reproduced without the written permission of the Organizer.

b) Use of IMEX® Logos: IMEX® is a registered trademark of REL, and:

- i. A limited non-exclusive license to permit the use of IMEX logos and banners is provided, via the Exhibitor portal, solely for the purpose of enabling Participants to indicate their participation at the Exhibition. This license can be terminated at any time at the discretion of the Organizer.
- ii. These logos and banners remain the property of REL and its affiliated companies, and no commercial use of any kind including but not limited to the use on or by websites, smartphone, or tablet applications, may be made using such IMEX logos and banners without the prior written consent of REL.

c) Use of Participant's Logos

- i. The Participant grants a limited license to REL to reproduce, use and display the Participant's logos and/or banners solely for the purpose of promoting the Participant's attendance at the Exhibition.
- ii. The Participant warrants that it has all the rights necessary to grant such use of these Intellectual Property Rights (IPR) for such purposes. Such IPR remains the property of the Participant and will not be used by REL for any other use without prior written consent of the Participant.
- iii. REL's use of Participant's logos, or use of photography or video material containing the Participant or the Participant's Exhibition Space, as permitted in this Clause 19 shall not (a) focus solely or for a disproportionate amount of time on Participant's Exhibition Space or IPR or (b) use Participant's IPR in a manner to express or imply any endorsement by Participant of REL or the Exhibition.



17. EXHIBITION SPACE DESIGN AND CONSTRUCTION

a) Participants are responsible for their own Exhibition Space design and construction, under the following conditions:

i. A plan of the proposed Exhibition Space installation, showing the ground plan, elevation and electrical installations must be submitted to the Organizer for examination and approval at least six (6) weeks before the Exhibition commencement date for single storey booths, or at least seven (7) week prior to the Exhibition commencement date for two-storey booths.

ii. All plans will be subject to the approval of both the Organizer and the Fire Authority and must fully comply with the Fire Authority's regulations, details of which are contained in the Exhibitor Manual.

iii. The Organizer reserves the right to prevent work being carried out by or on behalf of any Participant who has not submitted Exhibition Space plans in accordance with this regulation.

iv. Exhibition Space design and construction must adhere to the specifications and rules contained in the [Design, Construction and Safety Guidelines](#)

b) Exhibitor Appointed Contractors:

i. The Participant shall supply to the Organizer the names of any persons or organizations other than those designated as Exhibitor Appointed Contractors, who will perform any service for the Participant. These details must be provided at least thirty (30) days prior to the Exhibition commencement date.

ii. Any non-official service contractor must maintain appropriate levels of insurance to cover their attendance and services provided at the Exhibition Venue.

iii. Participants are required to use the Exhibition Venue contractors for: Booth cleaning, electrical, internet, plumbing, rigging, telephones, and video signal distribution.

c) Break-down:

i. The Exhibition Space is to be returned by the Participant in the same condition as it was handed over.

ii. No nails, screws or other fixtures may be driven into any part of the Exhibition Venue including the floors and pillars.

iii. Any damage to the Exhibition Space or the halls (structure, floor, cables, ducts, etc.), shall be repaired at the Participant's expense.

iv. If the clearance of the Exhibition Space has not been undertaken in good time, the Organizer may have it cleared and the goods put in storage at the expense of the Participant.

v. Participants are responsible for ordering waste collection for all materials left behind in their Exhibitions Space. The Organizer reserves the right to pass on in full any costs incurred for clearance of materials left behind.

vi. The Organizer shall assume no liability for exhibits or property left behind.

d) **Supply of the services of the Landlord et al:** The Organizer will use all reasonable measures to ensure supply of the services of the Landlord as described in the online Exhibitor Manual, but they shall not incur any liability to the Participant for any loss or damage, if such services shall wholly or partially fail or cease to be available, nor shall the Participant be entitled to any allowance in respect of fees paid or due.

e) Participant's own electrical equipment:

i. The Participant warrants that any equipment supplied by it shall be of satisfactory quality and shall indemnify REL for any action, claims losses (including without limitation consequential losses) damages, costs and expenses which may be brought against, suffered or incurred by it, as a result of a breach of this warranty.

18. ENTRANCE AND CONDUCT POLICIES

a) All Participants must adhere to the [Exhibitor Entrance and Conduct Policies](#).

b) Entrance restrictions:

i. No person under the age of eighteen (18) years can be admitted to the Exhibition either during build-up, Exhibition days or break-down.

ii. Infants below the age of one (1) will be allowed into the Exhibition during Exhibition days only, under the IMEX Babes in Arms policy.

iii. No animals are allowed into the Exhibition unless advance permission has been granted from REL and the Landlord. Additional insurance may be required. Seeing eye/assistance animals are always permitted.

c) The Organizer reserves the right to stop any activity that may cause annoyance to other Participants or attendees.

d) Every Participant, and all persons for whom they may be responsible, must conduct themselves in an appropriate manner in accordance with the [IMEX Code of Conduct](#). Any person failing to comply with the IMEX Code of Conduct may, at the discretion of the Organizer, be removed from the Exhibition Venue and refused re-entry during the period of the Exhibition.

e) If at any time before or during the Exhibition it appears to the Organizer that the Participant may be engaged in activities which are contrary to the best interests of the Exhibition or which appear to be unethical or in breach of the Contract or the law, the Organizer may, without incurring any liability to refund the Participation Fees, cancel the Participant's Exhibition Space allocation and refuse entry or require it (and its employees, personnel and representatives) to vacate the Exhibition Venue, as appropriate. The Organizer may refuse the Participant the right to participate further in the Exhibition.



- d) **Laws:** this Contract shall be construed pursuant to the laws of England, without regard to the conflicts of law provisions thereof. Any action hereunder shall be brought in the courts in England, United Kingdom, and the Participant hereby submits to the jurisdiction of such courts for purposes of adjudication thereof.
- g) **Further Terms & Conditions:** any changes to these Terms & Conditions and/or the Contract shall only be valid once agreed and approved in writing by both parties.

B. Exhibition Space Management

13. GENERAL CONDITIONS

- a) **Booth Coordinator:** the Exhibitor shall appoint a Booth Coordinator who shall ensure that any Booth Partner complies with all the obligations of the Exhibitor and shall be the main point of contact with the Organizer in relation to the Booth design and construction.
- b) **Consents:** applications for any consent by the Organizer must be in writing, must set out full details of the matters for which consent is sought and must be provided to the Organizer at least seven (7) weeks prior to the Exhibition commencement date.
- c) **Online Exhibitor Manual:** specific information about Booth construction, Exhibition build-up and break-down, sustainable exhibiting, transportation, exhibitor services, third party suppliers will be contained in the Online Exhibitor Manual. Participants and Exhibitor Appointed Contractors must read and adhere to the Online Exhibitor Manual and comply with the Exhibition build-up and break-down times and conditions, and the Booth construction regulations.

14. ALLOCATION, OCCUPATION AND COMPLETION OF EXHIBITION SPACE

- a) Allocation of Exhibition Space is entirely at the discretion of the Organizer and is generally allocated on a "first come, first served" basis.
- b) The Organizer has the right to relocate a Booth at its discretion.
- c) It is the responsibility of the Booth Coordinator to always maintain personnel at the Booth during Exhibition hours.
- d) The Participant undertakes that the Exhibition Space will be ready by the Exhibition build-up completion date and time.
- e) The Participant may not remove any of the exhibits prior to the Exhibition break-down commencement date and time.
- f) Construction and dismantling hours must be adhered to unless written approval is received from the Organizer.
- g) Should a Participant fail to occupy the Exhibition Space for any reason, REL reserve the right to cancel their participation in the Exhibition and the Participation Fee shall be forfeited. REL shall be entitled to utilize the Exhibition Space which had been allotted to the Participant in such manner as the Organizer shall think fit and to recover from the Participant any expenditure incurred in doing so.
- h) The Organizer reserves the right to revoke Exhibition participation privileges from individuals displaying unprofessional or disruptive behaviour.
- i) The Organizer reserves the right to restrict or remove exhibits that are distracting or detract from the character of the Exhibition.
- j) The Organizer has the right to re-allocate a Booth at its discretion if the Participant has not appeared or has not begun to set up the Booth twenty (20) hours prior to the opening of the Exhibition.
- k) The Participant will be liable for the costs of any additional services and/or equipment required for its respective Exhibition Booth, including but not limited to electrical connections, furniture, rigging, AV and catering.
- l) Subject to Clause 10, the Organizer, the Landlord and those authorized by them respectively have the right to enter any Exhibition Space at any time to execute works, repairs and alterations for other purposes. No compensation will be payable to the Participant for damage, loss or inconvenience caused by any such entry, except to the extent such damage is caused by the negligent acts or omissions or willful misconduct of any such party.

15. USE OF EXHIBITION BOOTH

- a) The Contract constitutes a license to exhibit and not a tenancy.
- b) The Participant shall not assign, sublet, share, or apportion the whole or any part of the Exhibition Space allotted, or have representatives, products, equipment, signs or printed materials other than its own firm in the assigned Exhibition Space without the prior written consent of the Organizer.

16. SPACE ONLY BOOTHS

- a) It is the responsibility of the Booth Coordinator to register the Booth construction company for the Booth.
- b) This registration must be submitted via the Booth Coordinator portal or directly to the Organizer by eight (8) weeks prior to the Exhibition commencement date.
- c) Registrations received directly from a Booth construction company will not be permitted.
- d) The Booth Coordinator must ensure that the Booth construction company has third-party liability insurance with a minimum insurance limit of 2 million Euros (EUR) before the Exhibition build-up commencement date.



e) The Organizer will provide security during the construction and dismantling times as well as throughout the duration of the Exhibition but will not be liable for the loss or damage of any Participant's property.

10. LIABILITY AND INDEMNITY

a) Nothing in these Terms & Conditions limits any liability which cannot legally be limited, including but not limited to liability for:

- i. death or personal injury caused by REL's negligence or the negligence of its employees, agents, or subcontractors,
- ii. fraud or fraudulent misrepresentation; or
- iii. any obligation to indemnify for third party claims, costs, losses, damages, or expenses; or
- iv. any other liability which cannot be lawfully excluded or limited.

b) Subject to Clause 10(a) above, neither party shall be liable to the other party, whether in tort (including negligence), contract, breach of statutory duty, or otherwise arising under or in connection with these terms for loss of profits, loss of sales or business, loss of agreements or contracts, loss of anticipated savings, loss of damage to goodwill and any indirect or consequential losses.

c) Subject to Clause 10(a) above, each party's total liability (whether in contract, tort or otherwise) under or in connection with these Terms & Conditions shall be limited to the Participation Fees paid in each Exhibition year (as applicable), under these Terms & Conditions.

d) Each party (in such instance, the "Indemnifying Party") assumes responsibility and agrees to indemnify and defend the other party and its respective affiliates and their respective directors, officers, agents and employees (in such instance, the "Indemnified Parties") from any third party claims, costs, losses, damages or expenses (including any reasonable legal fees) arising out of:

- i. the Indemnifying Party's use or provision of the Exhibition Venue by themselves or their agents, subcontractors or employees;
- ii. the Indemnifying Party's or their agents', subcontractors' or employees' failure of observe and/or perform the Contract and/or breach of any representation or warranty set forth in the Contract;
- iii. death, personal injury or property damage caused by the Indemnifying Party's negligence or the negligence of its agents, subcontractors, or employees; or
- iv. any violation or infringement (or claimed violation or infringement) by the Indemnifying Party or its agents, subcontractor or employees of any image, copyright, trademark or trade secret rights or privileges, whether during the Exhibition or in connection with materials supplied for use in accordance with the Contract, provided that they have not been modified by the Indemnified Parties.

e) REL does not represent any companies who visit the Exhibition and shall not be responsible in any way for their conduct, business practices, any meetings, negotiations or discussions with such companies. Any companies that conduct business with each other as a result of meeting at the Exhibition are responsible for entering into their own business contracts, negotiations and discussions.

11. DATA PROTECTION

a) Each party shall, in respect of their rights and obligations under the Contract, agree to adhere to all applicable data protection legislation and privacy legislation in force including but not limited to the retained EU law version of the General Data Protection Regulation ((EU) 2016/679) (UK GDPR), the Data Protection Act 2018 or any successor legislation, and all other legislation and regulatory requirements in force from time to time which apply to a party relating to the use of personal data.

b) Any personal data collected from Participants will be processed in accordance with IMEX's [Privacy Policy](#).

c) In line with the IMEX Privacy Policy, REL will use Participants' personal data to fulfil the Contract, and this may include sharing selected personal data with official suppliers providing important exhibition services including internet, electrical points, and booth construction. Our official suppliers are listed online at www.imex-frankfurt.com. REL will ensure that it has all necessary appropriate consents and notices in place to enable lawful transfer of your personal data, where this is required.

d) REL may also use your personal data to share information about current and future exhibitions.

e) REL will be the controller of your personal data provided to, or collected by or for, or processed in connection with our services.

12. FURTHER CONDITIONS

a) **Interpretation of regulations in translation:** in the event of any dispute as to the interpretation of these regulations as a result of their translation into a foreign language, the English version will be taken as authoritative and prevail.

b) **Bribery Act 2010:** the Participant shall comply with all applicable laws, regulations, codes and sanctions relating to anti-bribery and anti-corruption, including but not limited to the Bribery Act 2010. The Participant shall promptly report to the Organizer any request or demand for any undue financial or other advantage of any kind requested or received in connection with the Exhibition or the services being provided under this Contract.

c) **Disputes and Law:** the Exhibition will be conducted under the direction of REL and its affiliates. Violations of any of these Terms & Conditions shall entitle the Organizer to exclude a Participant from the Exhibition and/or to recover damages caused by such violations.

6. REL'S RIGHTS TO CANCEL THIS CONTRACT

- a) REL shall have the right to abandon, cancel or suspend the Exhibition in whole or in part if there is likely to be, in REL's reasonable opinion, insufficient participation in and support for the Exhibition.
- b) In such circumstances, the decision of REL shall be final.
- c) In the event of such an abandonment, suspension or cancellation, the Participant shall be entitled to be refunded any Participation Fees paid by them to the date of cancellation, but the Organizer shall not be further responsible to the Participant in respect of any actions, claims, losses (including consequential losses), costs or expenses which may be brought against or suffered or incurred by the Participant as the result of the abandonment, cancellation or suspension of the Exhibition.

7. PARTICIPANT'S RIGHT TO CANCEL THE CONTRACT

- a) Where the Participant seeks to cancel their Exhibition Space after an Exhibition Participation Confirmation Notice has been issued, then provided that the Participant is not in breach of any of its obligations under this Contract, and unless otherwise agreed in writing between the parties, the following cancellation provisions will apply.
 - i. From date of booking, up until nine (9) months prior to the Exhibition commencement date, REL will retain 10% of Participation Fee paid or payable.
 - ii. Between nine (9) months and six (6) months prior to the Exhibition commencement date, REL will retain 50% of Participation Fee paid or payable.
 - iii. Between six (6) months and the Exhibition commencement date, REL will retain 100% of Participation Fee paid or payable.
- b) Where the participation fees have not yet been paid by the Participant, REL shall be entitled to be paid such cancellation participation fees, within seven (7) days of the date of cancellation.
- c) Where the Participant has already paid the Participation Fee, the Participant shall be entitled to a refund up to the amount of the cancellation fee detailed above.
- d) The Participant acknowledges that where cancellation of an Exhibition Space under this Clause 7 takes place, the cancellation provisions detailed in this Clause 7 are the sole and exclusive remedy available to the Participant under this Contract, or otherwise.

8. IMPOSSIBILITY

- a) The Organizer's obligation to perform in accordance with the Contract will be suspended if the Organizer decides, in good faith, the Exhibition is to be cancelled, relocated or postponed to another date because:
 - i. The Exhibition Venue becomes unfit or unavailable for occupancy or shall be substantially interfered with; or
 - ii. Where the holding of the Exhibition or ability to access the country where the Exhibition is held is prevented or interfered with by the occurrence of an Unforeseen Event; and/or
 - iii. The Organizer decides, in good faith, that the Exhibition cannot go ahead at the planned time.
- b) In such an event, the Organizer shall inform the Participant of such occurrence and its decision to cancel, relocate or postpone the Exhibition as soon as practicable after the Unforeseen Event, and:
 - i. If the Organizer decides to cancel the Exhibition, the Participant shall be entitled to any refund as if the Organizer had cancelled the Exhibition pursuant to Clause 6; or
 - ii. If the Organizer decides to relocate or postpone the Exhibition, it shall provide details to the Participant as soon as practical. The Participant may elect to either:
 - 1. Terminate the Contract, and Participant shall be entitled to any refund as if the Organizer had cancelled the Exhibition pursuant to Clause 6; or
 - 2. Accept the Organizer's modified location and/or dates for the Exhibition, and the Contract shall continue in full force with such modified terms.
- c) Where the Participant's ability to access the country where the Exhibition is held, and/or the Participant's ability to attend the Exhibition is prevented or interfered with by the occurrence of an Unforeseen Event, then the Participant's obligations under the Contract can be suspended. The Participant should inform the Organizer of its decision to terminate the Contract as soon as practicable after the Unforeseen Event.
- d) If the Participant decides to terminate the Contract pursuant to Clause 8(c), the Participant shall be entitled to a refund of any Participation Fees paid by them to the date of cancellation. REL shall not be further responsible to the Participant in respect of any actions, claims, losses (including consequential losses), costs or expenses which may be brought against or suffered or incurred by the Participant.

9. SAFETY AND SECURITY

- a) All local and national laws shall be observed during the Exhibition.
- b) The Participant shall observe all safety regulations of the Landlord, directives by security personnel and the Organizer's personnel.
- c) The Participant shall be liable for all damage to persons or property, or economic losses which have been caused by their Booth construction (other than where this is done by the General Service Contractor), booth equipment, exhibits and any employees acting on its behalf.
- d) The Participant shall obtain all required permits prior to the Exhibition commencement date and have them available for inspection by the Organizer.

h) Group Insurance cover options, details and fees:

Standard Cover					
Bands	Exhibition Space Size	Fee*	Expenses**	Property Cover**	Public Liability
A	up to 24 sqm	EUR 160.00	EUR 20,000	EUR 20,000	EUR 2,000,000
B	over 24 sqm to 100 sqm	EUR 400.00	EUR 50,000	EUR 20,000	EUR 2,000,000
C	over 100 sqm	EUR 775.00	EUR 100,000	EUR 50,000	EUR 2,000,000
Optional extension for terrorism anywhere in Germany					
Bands	Exhibition Space Size	Fee*	Description of Cover		
A	up to 24 sqm	EUR 40.00	Protection due to your inability to attend the event due to terrorism anywhere in Germany. Cover limits for Expenses, Property Cover and Public Liability are as per Standard Cover.		
B	over 24 sqm to 100 sqm	EUR 90.00			
C	over 100 sqm	EUR 170.00			
Optional extension for terrorism anywhere Worldwide					
Bands	Exhibition Space Size	Fee*	Description of Cover		
A	up to 24 sqm	EUR 75.00	Protection due to your inability to attend the event due to terrorism anywhere worldwide. Cover limits for Expenses, Property Cover and Public Liability are as per Standard Cover.		
B	over 24 sqm to 100 sqm	EUR 170.00			
C	over 100 sqm	EUR 325.00			

* Premium fees include 12% Insurance Premium Tax

** These limits are split equally between the number of Exhibitors/Booth Partners

It is the Participants responsibility to ensure the limits and scope of protection are sufficient as this is a non-advised sale to comply with the contract conditions

i) **Group Insurance cover, excess and conditions:** The following conditions apply to the Group Insurance cover.

i. **Property cover:** Excess EUR 500 for each and every loss. Please note that the policy does not cover loss or damage to portable computers (laptops, tablets, and the like), telephones, multilingual translation units or paging devices.

ii. **Public liability:** Excess EUR 250 for each claim in respect of bodily injury and third-party property damage. The insurance does not cover Employees liability, workers' compensation, or the equivalent. Participants should ensure that they have adequate cover.

iii. **Exhibitor Appointed Contractors:** This insurance package provides cover for the Participant but not for any Exhibitor Appointed Contractor(s).

iv. **Conditions:** Group insurance cover is provided by Arc International, which is a trading division of Apex Insurance Services Limited.

For full Terms & Conditions of the Group insurance cover, please refer to the policy wording on the [IMEX website](#).

For all additional enquiries or further details on the Group Insurance policy, contact Gary Payne at Arc International, St Clare House, 30-33 Minories, London EC3N 1PE, tel: +44 (0)207 977 7642, email: gpayne@arc-int.co.uk.

j) **Proof of insurance:** Participants who choose not to purchase the Group Insurance cover from REL must provide proof of their insurance cover to the Organizer when contracting. If proof of insurance has not been provided by two (2) weeks prior to the Exhibition commencement date, REL have the right to add the Participant to the Group insurance cover and invoice the Participant for the insurance cover based on the rates provided in Clause 4(h).

k) **Subletting exhibition space:** Where Participants sublet part of their Exhibition Space, it is the responsibility of the Participant to ensure all parties have public liability insurance providing a minimum indemnity two (2) million EUR. If the Participant has taken out the Group Insurance policy, only the Participant will be covered by the policy and additional parties utilizing the Participants Exhibition Space will be required to arrange their own insurance or arrange to be added to the Group Insurance policy by contacting the insurer Arc International directly.

5. REL'S RIGHTS TO TERMINATE THIS CONTRACT

a) Failure by the Participant:

i If any Participant fails to observe or perform any of the provisions of the Contract, the Organizer have the right to terminate the Contract immediately by giving written notice to the Participant.

ii. If termination of the Contract takes place after the Exhibition commencement date, the exhibits of the Participant will be removed from the Exhibition Venue and the Participant will not be entitled to access the Exhibition.

iii. REL shall be entitled, if necessary, to remove and deliver such exhibits and property (at the expense of the Participant) to the Participant's address stated in the Contract.

iv. In the event of termination under this Clause 5(a), all Participant Fees shall be forfeited to and retained by REL.

v. In the event of termination under this Clause 5(a), Participant's liability shall be limited to the total Participation Fees set out in the Contract. The Participant shall not be further responsible to the Organizer in respect of any actions, claims, losses (including consequential losses), costs or expenses which may be brought against or suffered or incurred by the Organizer as the result of Participant's failure to observe and/or perform the Contract and the Organizer rights under this Clause 5(a).

b) Bankruptcy of the Participant:

i If a Participant is declared bankrupt, files a voluntary petition in bankruptcy, makes or executes an assignment for the benefit of creditors, is liquidated or dissolved, or a receiver, trustee, liquidator, or other judicial representative is appointed for its property, the Contract with the Participant shall terminate. The Participation Fee shall be forfeited and the balance of monies due shall be payable as cancellation participation fees in accordance with Clause 7. Such termination shall be without prejudice to any claim of REL against the Participant in respect of any prior breach.

ii. REL is registered for VAT in the UK and Germany and may be required to add UK VAT or German VAT to the Participation Fee, in accordance with UK and German VAT regulations.

b) Conditions of payment

- i. Once the Contract is signed, an invoice will be raised which is payable within thirty (30) days of the invoice date, if the invoice is raised on or before March 22, 2026, or due immediately if the invoice is raised after March 22, 2026.
- ii. All payments under this Contract should be made in Euros (EUR).
- iii. Under no circumstances will the Exhibitor be permitted to erect or occupy a Booth if the Participation Fee has not been paid in full.
- iv. Interest may be charged on any payments still outstanding after the due date on the invoice at a rate of 2% per month.
- v. The acceptance by REL of a payment with an application does not constitute acceptance of the application or grant of permission to exhibit. If an application is denied, a full refund of any payment will be made.
- vi. The Participant agrees that if a Booth of greater size is selected, assigned or allotted to it at its request or with its consent, it will promptly pay the additional amount required.
- vii. If full payment is outstanding when the Online Appointment Schedule for buyers attending IMEX Frankfurt becomes available (approximately four (4) weeks before the Exhibition), REL reserves the right to withhold access to these online tools until confirmation of payment has been received.
- viii. If full payment has not been received two (2) weeks prior to the Exhibition commencement date, REL reserves the right to delay or cancel the construction of the Booth which may affect the Exhibitor's ability to exhibit.

c) Barter transactions

- i. For any Barter transactions, both a sales and a purchase invoice will need to be exchanged for the value of the barter in order to comply with applicable VAT and accounting regulations.
- ii. If the barter is not balanced and a net amount is due to REL, this must be paid at least two (2) weeks before the Exhibition commencement date, unless specifically agreed otherwise.

4. PARTICIPANTS' INSURANCE

a) Each Participant is responsible for obtaining, at their own expense, appropriate levels of insurance to cover their attendance at the Exhibition.

b) REL can arrange for Participants, at an additional cost, a Group Insurance package provided by an independent insurance broker which provides cover for Public Liability, Property and Cancellation insurance. Further details of this insurance package are included in Clause 4(g).

c) Public Liability insurance

i. Participants with Exhibition Space must take out and maintain public liability insurance providing a minimum indemnity of two (2) million Euros (EUR) or local currency equivalent for personal injury, death or property damage in any one (1) occurrence for the duration of the Exhibition including the construction and dismantling periods.

ii. The Participant's insurance should cover the indemnification obligations of the Participant under the Contract, these Terms & Conditions, or elsewhere. The Participant is required to indemnify and hold harmless the Organizer and the Exhibition Venue from all liability (damage or accident) which might ensue from any cause resulting or connected with transportation, placing, removal or display of exhibits, in respect of each and every claim and all actions, proceedings, costs, claims and demands in respect thereof, except as caused by REL's negligence or misconduct.

d) **Property insurance:** each Participant should have property insurance for their exhibits and display materials as they deem appropriate and in accordance with these Terms & Conditions.

i. The Participant understands that neither REL, the Exhibition Venue, nor the General Service Contractor maintains insurance covering the Participant's property and it is the sole responsibility of the Participant to obtain such insurance.

e) **Cancellation insurance:** Participants may wish to insure against the Exhibition being abandoned, cancelled, postponed or curtailed. The Organizer may not be liable to the Participant, or their agents or employees in respect of any actions, claims, losses, costs or expenses suffered or incurred by the Participant as a result of the Exhibitions cancellation or the inability of the Participant to attend.

f) **Booth construction insurance:** Booth construction companies engaged by Participants must have their own separate insurance cover providing a minimum indemnity of two (2) million Euros (EUR) for the duration of the construction and dismantling periods.

g) Group Insurance package:

i Participants with Exhibition Space have the option to purchase a Group Insurance package provided by an independent insurance broker which provides insurance coverage for Public Liability, Property and Cancellation, with an optional extension for Terrorism coverage.

ii. The fees and limits of this insurance package are dependent on the size of the Booth and are set out in Clause 4(h).

iii. If a Participant chooses to take out the Group Insurance package, the insurance administration fee is payable to REL and will be included on the invoice for Exhibition Space.

iv. Insurance administration fees must be paid within thirty (30) days of the invoice being raised or by April 24, 2026, whichever is earlier. If insurance administration fees are not paid at least two (2) weeks before the Exhibition commencement date, REL reserves the right to delay or cancel the construction of the Booth which may affect the Exhibitor's ability to exhibit.



A. General Terms & Conditions

1. DEFINITIONS

In these Terms & Conditions the following words and expressions shall have the following meanings:

Barter shall mean any exchange of goods and services between REL and the Participant.

Booth shall mean a specific floor area of the 'Exhibition Venue' which has been contracted to an Exhibitor, including both "Space only" Booths (which are solely a specific floor area) and "Shell scheme" Booths (as defined below).

Booth Coordinator shall mean any employee or agent appointed by the Exhibitor to coordinate the Exhibitor's participation at the Exhibition.

Booth Partner shall mean any business, company, organization, partnership, firm or individual with whom the Participant has agreed to share the Exhibition Space at the Exhibition. All Booth Partners are also Exhibitors.

Contract shall mean the Contract for Exhibition Participation between REL and the Exhibitor or Participant which incorporates these Terms & Conditions.

Exhibition shall mean IMEX Frankfurt 2026.

Exhibition build-up completion date and time shall mean Monday May 18, 2026, at 7:00 pm.

Exhibition break-down commencement date and time shall mean Thursday May 21, 2026, at 7:30 pm.

Exhibition commencement date shall mean Tuesday May 19, 2026.

Exhibition Space shall mean any Booth, display or other area defined in the Contract.

Exhibition Venue shall mean Hall 8 and Hall 9, Messe Frankfurt, Germany.

Exhibitor shall mean any business, company, organization, partnership, firm or individual to whom a Booth has been allocated for the purpose of exhibiting.

Exhibitor Appointed Contractor ('EAC') shall mean any company other than the designated General Service Contractors that provide services on the show floor at any time during build-up, Exhibition dates or break-down.

Exhibitor Manual shall mean the online manual prepared by the Organizer setting out practical aspects of participation and of the Exhibition.

General Service Contractor shall mean the Contractor appointed by REL to perform necessary exhibition services and provide rental equipment at the Exhibition.

Landlord shall mean the owners and management of the appointed Exhibition Venue, its employees, or agents.

Organizer shall mean REL and includes all employees and agents of REL.

Participant shall mean any business, company, organization, partnership, firm, Exhibitor, or individual who is named as such in this Contract and has been accepted for participation in the Exhibition by the Organizer.

Participation Fee shall mean the amount payable by the Participant under the Contract, excluding any applicable VAT and taxes.

REL shall mean Regent Exhibitions Limited, a company incorporated in England and Wales (registration number 04244004) having its registered offices at 113-118 Davigdor Road, Hove, England, BN3 1RE.

Shell Scheme Booth is a specific floor area and appropriate shell scheme construction (walls, carpet and fascia board).

Unforeseen Event means anything outside the reasonable control of REL or the Organizer, the Landlord and/or the Participant, including but not limited to, acts of God, adverse weather conditions, fire, storm, flood, earthquake, explosion, accident, acts of the public enemy, war, rebellion, insurrection, sabotage, epidemic, pandemic, notifiable disease, quarantine restriction, labor dispute, labor shortage, power shortage, ceasing to be entitled to access the internet for whatever reason, server crashes, deletion, corruption, loss or removal of data, transportation embargo, failure or delay in transportation, any act or omission (including laws, regulations, disapprovals, failures to approve, sanctions or other authorizations or restrictions imposed) of any government or government agency.

2. PARTICIPATION

a) All Participants must complete, sign and return the Contract to the Organizer. By signing the Contract, the Participant accepts these Terms & Conditions.

b) Upon acceptance, REL will issue an Exhibition Participation Confirmation Notice which creates a legally binding Contract between REL and the Participant.

c) Booth participation includes inclusion in the Online Exhibitor Directory for the Booth Coordinator and Booth Partners, Exhibition Space cleaning and use of the overnight storage facility.

d) Where the Contract includes any provisions that conflict with or are additional to these Terms & Conditions, the terms of the Contract shall prevail.

e) Exemptions from any of these Terms & Conditions may only be granted at the Organizer's discretion. No exemption given by the Organizer will be effective unless it is in writing and signed by a duly authorized representative of REL.

f) All Participants at the Exhibition are requested to adhere to the Terms of attendance at IMEX Group Events which can be found in section 3 at www.imexevents.com/our-legal-terms.

3. PARTICIPATION FEE AND PAYMENTS

a) Participation Fee

i. The Participation Fee is set out in the Contract. It does not include any Booth fitting within the Exhibition Space, unless otherwise specified and agreed.